



## Family Readiness Basic Volunteer Training Available

### 2 Sessions available:

April 8, 2011 at the Webster from 2:30 - 5:30 PM

April 9, 2011 at the Sioux Falls from 8 AM - Noon

### **Training covers:**

1. Your Group's purpose and creating your Family Readiness Plan
2. Communicating with your FRG Families - Telephone trees, newsletters, email, FRG meetings, Sponsorship and websites
3. Family Readiness Group's Funds, fundraising, and donations
4. Family Resiliency Classes

**Please complete this form and:**

Mail to: **Family Readiness Office, 2823 West Main St.**

**Bldg 509, Rapid City, SD 57702**

OR Fax to: **605-737-6088**

OR complete online and email to: **lynn.wright@us.army.mil**

Please check  
If Attending

☐

**Basic Volunteer Training**

**8 April, 2011 in Webster**

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**Basic Volunteer Training**

**9 April, 2011 in Sioux Falls**

**PLEASE PRINT -legibly**

NAME

Social Security # (Required for non military travel orders which cover lodging, mileage and per diem costs)  
- For Security purposes, if you are faxing or emailing this registration, please call your SSN in, to 605-737-6089.

(Mailing) Address

City

State

Zip Code

Email Address

Unit Representing or Affiliated With

Phone # - (where you can most easily be reached)

### Per Diem Guidelines:

- Volunteers residing **25 to 49 miles** away from the training event  
Mileage reimbursed at \$0.51 per mile  
Actual meal expense reimbursed **ONLY** with a receipt so please retain
- Volunteers residing **50 or more miles** away from the training event  
Mileage reimbursed at \$0.51 per mile  
Food reimbursed at fixed daily rate  
Lodging reimbursed at \$77 per day plus tax if applicable
- Due to increased budget cuts and changes in funding guidance the Family Programs Office **can cover ONLY 1 night's lodging for volunteers residing 50 - 149 miles** away from the training event and only applies to the April 9, 2011 session as training begins at 8 AM.
- Day care will **NOT** be provided but you can be reimbursed your cost during training per Family Readiness Guidelines. Guidelines allow reimbursement for \$2 per hour, per child during the time spent in the classroom. Reimbursement forms will be completed during the training.

Please address your questions to: Lynn Wright at 605-737-6089/605-381-5761 or [lynn.wright@us.army.mil](mailto:lynn.wright@us.army.mil).

**Military members are also welcome!!! However all pay and per diem arrangements need to be made with your unit.**